

## **Graduate Executive Committee Meeting Minutes**

**January 17, 2019**

**MEETING LOCATION: 3007 Converse**

Present: Elvan Aktas, Shirley Andrews, Jeremy Bauer, Matthew Carter, Maren Clegg-Hyer (also proxy for Luis Bejarano), Dorea Cook, JT Cox, Becky da Cruz, Herb Fiester, Matt Grant, Dixie Haggard, Mitch Lockhart, Jerry Merwin, Linda Most, David Nelson, Michelle Ritter, Nancy Swanson, Michael Webster, Lorna Alvarez-Rivera (Proxy for Anne Price)

Guests: Ernest Smith, Shantel Williams, Natalie Kuhlmann, Lorna Alvarez-Rivera, Ashley Williams

The meeting was called to order by Dr. Becky da Cruz at 2:00 pm.

Minutes from November 15, 2018 were approved.

### **College of Education and Human Services**

Revised Course – MLIS 7230: Special Libraries and Information Centers: Cleaning up language, etc. Motion was made to approve; seconded. The proposal was approved.

### **College of Nursing and Health Sciences**

New Course – HSEP 7000: Research Methods in Exercise Physiology: Needed course focused on research. Course will provide graduate students with an understanding of the research process, including the development of the research question and hypothesis, review of the literature, research design, data acquisition and analysis, and scientific writing. Motion was made to approve; seconded. The proposal was approved with edits.

Revised Course – HSEP 7160: Exercise Psychology: Updating course number. Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – Master of Science in Exercise Physiology: Addressing the new course HSEP 7000. Motion was made to approve; seconded. The proposal was approved.

### **Graduate School**

Revised Catalog Copy – Cumulative GPA Elimination: Getting rid of cumulative. Tried to keep it open for department who want to keep doing as is. Updating Graduate Catalog to reflect GPA requirements be from their official final college transcript, etc. Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – Transfer: Updating Graduate Catalog to reflect the changes to transcript requirements, etc. Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – Transfer Credit: Removing option for the use of a memo and updating language to align with best practices and other catalog changes. Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – Time to Degree Completion for Doctoral Programs/Request for Extension of 7-Year Rule: Updating Graduate Catalog in order to align with best practices. Adding a section for doctoral programs since it was not outlined before. Motion was made to approve; seconded. The proposal was approved.

Revised Catalog Copy – Deficiency Point: Changing language in the Graduate Catalog in order to align with current best practices and give programs discretion. Motion was made to approve; seconded. The proposal was approved.

### **Associate of Graduate Students**

Ashley gave a brief update on things coming up this semester and some of their initiatives they are going to be focusing on (more online participation, etc.). President and VP are graduating so they are looking at elections, etc. in the March to April timeframe.

### **Sub Committee Report**

- Graduate Student Success – Dr. Jeremy Bauer chairing. Needs analysis is in the works. Will be finishing up the survey and hopefully have results this semester. Predictive modeling request has been made with Institutional Research.
- Dissertation Task Force – Ad-Hoc Committee. Dr. da Cruz chairing. Dissertation dive-ins are up and running. Met January 10<sup>th</sup> and the policies on adjusting transfer credit, time to degree completion, and deficiency points came out of this meeting.
- Graduate Appeals – Ad-Hoc Committee. Dr. Linda Most chairing. Received an admissions appeal and convened to review the case. Student was given an opportunity to state their case and the committee upheld the department and colleges decision to not admit.
- Graduate Faculty Scholarship – Ernest chairing. Currently allocated around \$8,100. There is still funding available on a first come first serve basis so if you have travel, etc. planned for the Spring you can go ahead and put the application in now.
- Graduate Faculty Membership – Dr. Linda Most chairing. Meeting to discuss best practices in regards to Graduate Faculty status is in the works. Committee will meet to discuss modifying the current Full Graduate Faculty Status tenure of 5 years vs. other options that are still within SACS guidelines.

## Other Business/Topics from the Floor

1. Graduation Updates – Dissertation titles are no longer being read. The Provost wanted Deans Council to come up with recommendations on hooding, etc. Deans Council has put forth the recommendation that we continue to hood all students (masters and doctoral). The consensus from GEC is that they wanted to continue the hooding of all students as well.
2. CITI Training – Working on ensuring all Graduate Faculty have up to date CITI Training. Will be following up on this in the coming months.
3. Graduate Assistant Interview Day – February 25<sup>th</sup> 9am-5pm. Interview rooms will be open from 9am-12pm for programs who would like to schedule them. This is an opportunity to recruit interested students as well as interview potential Graduate Assistants.
4. Other – Updates on radius. It is projected for Fall 2019. IT will be reaching out to programs to give demos, etc.

Motion was made to adjourn at 3:18 pm.

*Ernest Smith*

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Ernest Smith, Recorder

*Becky K. da Cruz*

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Becky K. da Cruz, Associate Provost for Graduate  
Graduate Studies and Research